

**THE PLANNING & ZONING ADVISORY COMMISSION
FOR THE TOWN OF DEWEY-HUMBOLDT
REGULAR MEETING NOTICE
Thursday, July 5, 2012 6:00 P.M.**

**P&Z MEETING
2735 S. HWY 69**

**COUNCIL CHAMBERS, TOWN HALL
DEWEY-HUMBOLDT, ARIZONA**

AGENDA SUMMARY

1. **Call To Order.** The meeting was called to order at 6:07PM by Vice Chair Arlene Alen. She explained Chair Bob Bowman was on his way to the meeting.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
3. **Roll Call.** Commissioners Chris Berry (arrived at 7:11PM), Claire Clark, Andy Peters, Mel Scarbrough, Vice Chair Arlene Alen and Chair Bob Bowman (arrived at 6:23PM) were present; Commissioner Glenn Allen was absent.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Announcements Regarding Current Events.**
 - 5.1. **Introduction of new Community Development Coordinator, Warren Colvin.**

Town Manager Yvonne Kimball introduced Warren Colvin, Community Development Coordinator and spoke on his extensive work experience. Commissioner Andy Peters asked what Mr. Colvin's roles and responsibilities included and what his top three short-term priorities are. Town Manager Kimball gave an overview of Mr. Colvin's roles and responsibilities including customer service, counter, planning-related issues, interpreting code book, etc. Mr. Colvin spoke on his top three goals: to play a role in the sign code revision, learn the needs of the community and start addressing items on P&Z's top 10 list.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the June 7, 2012 Meeting.

Commissioner Mel Scarbrough made a motion to approve the minutes of the June 7, 2012 meeting as presented, Commissioner Claire Clark seconded. The motion passed unanimously.
7. **Discussion Agenda – Unfinished Business.**
 - 7.1. **Sign Code Rework.** Vice Chair Alen asked staff if there was further directive from Town Council on their desires for the sign code rework. Town Manager Kimball stated Town Council wanted the sign code to be simpler, less restrictive, with less regulation and explained that Mr. Colvin summarized further details in the packet communication. Commissioner Scarbrough spoke on his disappointment with the sign code being returned to Planning & Zoning again, noting that the Commission had revised it into a concise format and made it very clear; he expressed his desire for a joint meeting with Town Council in order to get specifics. Chair Bowman arrived at the meeting at 6:23PM. There was consensus amongst the Commissioners about a joint meeting with Town Council. Commissioner Peters spoke on the history of revising the sign code, language required by state statute and the sign code moratorium. Town Manager Kimball explained that the sign code moratorium was cancelled at the last Town Council meeting

because staff needed guidance and is now using the existing sign code. There was discussion about scheduling a joint meeting with Town Council on this item and tentatively scheduled it for August 21st at the Regular Council Meeting.

8. Discussion Agenda – New Business.

8.1. Possible Medical Marijuana Cultivation Facility. Mr. Colvin explained he placed this item on the agenda due to a potential application for a cultivation-only facility and wanted to inform the Commission so they could review the code and become familiar with it. He noted this is a new applicant in the same general location as the previously received application; the way the code is written the application will require a use permit from the Commission to proceed. There was discussion about federal law, licensing criteria and inspections. Town Manager Kimball noted that section 153 of the Town Code is the most updated regulation for the Town; the ordinance was passed in 2011.

8.2. Discussion on requesting a Joint Meeting with the Town Council. Chair Bowman stated this item was previously discussed; a tentative meeting was scheduled for August 21st at the Regular Council Meeting. Town Manager Kimball noted that the Commission has a guest speaker scheduled for their August 9th meeting and inquired whether the Commission wished to invite the Town Council for a joint meeting for that particular item. The consensus of the Commission was to extend an open invitation to the members of the Town Council for the August 9, 2012 meeting, not a formal invitation for a joint meeting. Town Manager Kimball stated she will make an announcement at the next Town Council meeting inviting all Town Council members to the August 9th Planning & Zoning meeting.

9. Public Hearing Agenda. None.

THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.

10. Commissioners' Forum.

Chair Bowman noted that Steve Mauk from Yavapai County will attend the August 9th Planning & Zoning meeting, Richard Parker from Prescott Valley is not yet confirmed. Commissioner Peters spoke on having several other sign codes from similar towns to use as examples in the past, noting that would be helpful for future sign code revisions. There was discussion. Chair Bowman asked staff to research current sign codes of similar size up to 10,000 in population and include them in the August 9th meeting packet for review before the meeting.

11. Comments from the Public.

Jerry Brady spoke on federal laws regarding the use, cultivation, possession and sale of marijuana and the Town's legal liability for enacting, implementing or permitting not defined by state law, it is only policy; recreational marijuana use versus permitted use under federal and state law; the need for a joint meeting with Town Council regarding suspending the Board of Adjustment which affects the Planning and Zoning Commission in many ways.

Commissioner Chris Berry arrived at 7:11PM.

Denise Rogers spoke on the sign code redevelopment, reviewing the size of signs in front of current businesses and suggested the Commission take into consideration the proportion of the storefront to the size of the sign.

Nancy Wright spoke on the sign code and suggested not making it too restrictive because the Town wants businesses; reviewing sign codes of smaller towns around the state; corner signs and political signs.

Jerry Brady spoke on increasing engineering costs due to overhead surveillance by the County, flood plain increasing infrastructure development costs and enacting appropriate local ordinances; the need for a joint session with Town Council to establish appropriate ordinances for remediation of the Iron King site based on administrative orders from the U.S. Courts.

12. Town Planner's Report. None.

13. Adjourn. The meeting was adjourned at 7:31PM.